



# ARCHITECTURAL TECHNICIAN

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## PERSON SPECIFICATION

Creating Better Life Experiences.  
One Home at a Time.

**BLOOR HOMES**<sup>®</sup>

<b>Job title</b>	<b>Architectural Technician</b>
<b>Responsible to</b>	Senior Architectural Technical Manager

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Previous experience in a Technical Department with a housing developer or similar environment.</li> </ul>	<ul style="list-style-type: none"> <li>• A basic understanding of construction processes and administration.</li> </ul>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Minimum HNC in construction or related subject.</li> <li>• 5 GCSE A-C including Maths and English.</li> </ul>	<ul style="list-style-type: none"> <li>• Any further qualifications based around IT / Word / Excel.</li> </ul>
<b>KNOWLEDGE &amp; SKILLS</b>	<ul style="list-style-type: none"> <li>• Excellent verbal and written communication skills.</li> <li>• Ability to manage workload and meet deadlines.</li> <li>• To work accurately and co-ordinate a variety of roles.</li> <li>• Computer / IT literate with ability to use Excel, Word and database packages.</li> <li>• Ability to use AutoCAD.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to learn and adapt to changing processes and procedures.</li> <li>• Ability to use Photoshop and other Adobe software.</li> </ul>
<b>ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>• Enthusiastic and willing to learn.</li> <li>• Thrives in a busy and diverse office.</li> </ul>	